

Robertson County Emergency Services District
Board of Commissioners Monthly Meeting
Tuesday, October 11, 2022 @ 6:30 p.m.
RCEMS Station 1/RCESD Conference Room
285 Cooks Lane, Franklin, TX 77856

1. Call Meeting to order

President, Robert Yezak, called the meeting to order at approximately 6:30 pm and noted a quorum was present with legal counsel. The Board of Commissioners met at the RCEMS Station 1/RCESD Conference Room, 285 Cooks Lane, Franklin, Texas.

The following were present:

RCESD COMMISSIONERS:

Robert Yezak, President

Jerry Henry, Asst. Treasurer

Toni Mathews, Treasurer

James McCullough

Hope Zeig, Executive Director

VISTORS:

Joe Hays, EVFD

DeeDee Ferrell, FVFD

Hanna Maiorano, CVFD

Adam Gallagher, RCEMS

William Houston, CVFD

Kolbe Wakins, RCEMS

Benny Gaida, VFIS

Francisco Gracia, RCEMS

Kristen Seiler, RCEMS

Celene Lincecum, SVFD

Joshua Benton, RCEMS

Theresa Fowler, BJVFD

Ryan Haynie, BVFD

Steven Huggings, RCEMS

Douglas Krammer, RCEMS

Alan Stilley, BVFD

Nathan Ludlow, RCEMS

Santiago Guerrero, RCEMS

Chris Wills, BVFD

Steven VonGonten, RCEMS

Renda Bermudez, CVFD

Erik Maiorano, CVFD

2. Public Comments

None

3. Consideration, discussion, and any approval of Robertson County Emergency Services District Countywide VFIS Insurance Policy (Action Item)

- **Presentation by Benny Gaida with VFIS for Robertson County Emergency Services District Countywide Policy**

Benny Gaida with VFIS provided the Board with a summary of all fire department coverage.

The Board is interested in the minimum and maximum recommendation for deductibles, agreed upon values, and coverage by VFIS.

Gaida pointed out that all departments have coverage for POV (Privately Owned Vehicle) except Hearne and Franklin, He did point out that he does not know City policies.

Hearne and Seale have no Management Liability and Wheelock is the only department which has Excess Liability for one million dollars per occurrence over the already one million in coverage. Legal Counsel would like to know why Wheelock has an extra million coverage when non-profits are only required one million per occurrence, but there is no representative for Wheelock present. He also would like to know if some departments could be combined and others left with their city policies to which Gaida said yes.

One positive of combining all department is a minimal savings. Review of coverage could also bring savings in general liability.

One of the negatives of combining all departments is claims effect premiums.

Renewal date for ESD is January 28 2023.

Commissioner Yezak addressed the departments and asked that they also think of pros and cons of combining or keeping separate. This item will be moved to November agenda.

4. Consideration, discussion, and any approval of September 2022 Minutes (Action Item)

There are minutes for September 6 Special Meeting & Workshop, September 13 Hearing, September 13 Monthly Meeting, and September 19 Monthly Meeting.

Commissioner Mathews makes a motion to approve September 6, 2022, minutes. Commissioner Henry seconded; motion carried.

Commissioner Henry makes a motion to approve September 13, 2022, public hearing minutes. Commissioner Mathews seconded; motion carried.

Commissioner Henry makes a motion to approve September 13, 2022, monthly meeting minutes. Commissioner Mathews seconded; motion carried.

Commissioner Mathews makes a motion to approve September 19, 2022, minutes. Commissioner Henry seconded; motion carried.

5. Consideration, discussion, and any approval of September 2022 Financial Report (Action Item)

The statement for Security Bank of Crawford was not received again. The last reconciliation was July 2022. Executive Director requested an address change and believed the account is on hold until Commissioner Mathews contacts the bank. Commissioner Mathews has spoken to bank, but there was difficulty in opening encrypted email. Commissioner Mathews will call bank this week, and have statements sent and address changed.

Commissioner Mathews makes a motion to approve September 2022 Financial Report. Commissioner Henry seconded the motion, motion carried.

6. Consideration, discussion, and any approval of Reserve Funding Request of Volunteer Fire Departments to include funding adjustment (Action Item)

Commissioner Yezak recognized that removal of special project line item will require more reserve funding requests.

- **Bremond VFD for increase in foam cost of \$689.92**

Bremond VFD was approved for \$5,000 to order foam in fiscal year 2022-2023, since the original quote, cost has increased causing a shortage of \$689.92

Commissioner Mathews makes a motion to approve Bremond VFD for increase in foam cost of \$689.92 to include funding adjustment. Commissioner Henry seconded the motion, motion carried.

- **Franklin VFD for FY2022 existing vehicle loan payment of \$25,108.74**

Due to Spirit of Texas Bank merging with Simmons Bank, Franklin VFD note payment was not made in September of 2022 (FY2022), if FY2022 payment is made now then this year's payment, September 2023, will need funding later.

Commissioner Mathews makes a motion to approve Franklin VFD for FY2021-2022 existing vehicle loan payment of \$25,108.74 to include funding adjustment. Commissioner Henry seconded the motion, motion carried.

7. Consideration, discussion, and any approval of FY2022-23 Budget Adjustments (Action Item)

None

8. **Consideration, discussion, and any approval of Requests for Preapproval of Expenditures of Volunteer Fire Departments (Action Item)**

- **Blackjack VFD request totaling \$56,392.02 + shipping for new HVAC, Radio/Accessories, printer, and miscellaneous equipment**

Blackjack VFD request totaling \$56,392.02 + shipping for new HVAC, Radio/Accessories, computer training printer, 4 SCBAs, 4 face masks, battery charger and batteries. SCBAs and accessories total \$41,071. Replacement of the A/C unit will cost \$11,825.

Commissioner Henry makes a motion to approve Blackjack VFD request totaling \$56,392.02 plus shipping as presented. Commissioner Mathews seconded the motion, motion carried.

- **Bremond VFD request totaling \$10,603.88 for foam, computer, laptop, printer, and computer accessories**

Bremond VFD request totaling \$10,603.88 for foam system repair, computer, laptop, printer, and computer accessories. The request includes 3 computers totaling \$3,299.97 plus \$399.96 for 2 monitors and \$104.97 for 3 mouse/keyboard combo. Brush 47A foam system repair totaled \$5,379. Lastly, a laptop for \$599.99.

Commissioner Henry makes a motion to approve Bremond request totaling \$10,603.88 as presented. Commissioner Mathews seconded the motion, motion carried.

- **Easterly VFD request totaling \$29,646.86 for laptop and skid unit**

Easterly VFD request totaling \$29,646.86 for laptop costing \$1,049.99 and skid unit with pump and foam totaling \$28,596.87.

Commissioner Henry makes a motion to approve Easterly VFD request totaling \$29,646.86 as presented. Commissioner Mathews seconded the motion, motion carried.

- **Seale VFD request totaling \$7,031 for E-Dispatch setup plus annual fee and 4 radios plus accessories**
Seale VFD request totaling \$7,031 for E-Dispatch setup plus annual fee and 4 radios plus accessories. E-Dispatch has a one-time setup fee of \$199 and annual fee of \$768 for 20 members. Also included in request is four P25 radios plus antenna, batteries, chargers, and license are requested totaling \$6,064.

Commissioner Henry makes a motion to approve Seale VFD request totaling \$7,031 as presented. Commissioner Mathews seconded the motion, motion carried.

- **Wheelock VFD requesting approval for thermal imaging camera**

No quotes, move to November Agenda

9. **Consideration, discussion and any Approval of Appropriate Expenditures for Volunteer Fire Departments, payment of approved expenditures for FY 2022-23 expenditures (Action Item)**

10. Department Checklist was available, and all were compliant except Hearne VFD. Hearne did not submit but did have fuel and no notarized form. Wheelock VFD did not have a submission or fuel.

Commissioner Mathews makes a motion to approve Appropriate Expenditures for Volunteer Fire Departments, payment of approved expenditures for FY 2022-23 expenditures. Commissioner Henry seconded the motion, motion carried.

11. **Consideration, discussion and any Approval of Appropriate Expenditures for Robertson County EMS, Inc. and approval of payment to Robertson County EMS, Inc. of FY 2022-23 contracted amount (Action Item)**

Commissioner Mathews makes a motion to approve Appropriate Expenditures for Robertson County EMS, Inc. and approval of payment to Robertson County EMS, Inc. of FY 2022-23 contracted amount \$162,833.34. Commissioner Henry seconded the motion, motion carried.

12. Consideration, discussion, and any Approval for Payment of Robertson County Emergency Services District Monthly Expenses including payroll and Tower Expenses and Funds Transfer (Action Item)

Commissioner Mathews makes a motion to approve Payment of Robertson County Emergency Services District Monthly Expenses including payroll and Tower Expenses and Funds Transfer of \$341,000 to Super Now (Operational Account).

13. Consideration, discussion and any approval Robertson County Emergency Services District accepting Wheelock Volunteer Fire Department check for excess grant funds received (Action Item)

No Wheelock Representative present, move to November Agenda

14. Consideration, discussion and any Approval of Robertson County Emergency Services District Updating Mutual Aide Agreements with Surrounding Areas (Action Item)

Executive Director stated that Mutual Aide Agreements have not been requested from the departments since 2012. One of the departments mentioned possibly having a countywide agreement. Adam Gallagher, RCEMS Asst. Director, was under the impression that agreement auto renewed unless revoked by one of the parties.

Legal Counsel would like to review the agreement between City of Bryan and Hearne VFD.

Move to November agenda.

15. Consideration, discussion, and any approval of Robertson County Emergency Services District applying for Countywide AFG Radio Grant with assistance from Calvert Volunteer Fire Department (Action Item)

Renda Bermudez, Calvert VFD Chief, would like to submit a countywide AFG Radio Grant with assistance from Adam Gallagher and Executive Director Zeig. The last countywide grant was done by Bill Huggins in 2015. Huggins is no longer Robertson County Emergency Manager, but radios are needed.

Commissioner Mathews makes a motion to approve Renda Bermudez, Adam Gallagher and RCESD Executive Director Hope Zeig to apply for AFG Radio Grant on Behalf of Robertson County Emergency Services District and authorize Hope Zeig to sign necessary forms. Commissioner Henry seconded motion. Commissioner Mathews amended motion to include Volunteer Fire Departments to provide information needed information to District to complete application. Commissioner Henry seconded amended motion; motion carried.

16. Consideration, discussion and any approval of Robertson County Emergency Services District Subcommittee Recommendation for 2023 Employee Benefits package (Action Item)

Subcommittee was not prepared to present, move to November Agenda

17. Reports from Volunteer Fire Departments, including any financial, performance, training, equipment, operations, compliance and personnel reports

Bremond Tanker in production should be delivered in May/June.

Franklin asked for clarification on preapproval process. Diana Ferrell needed to be clear that all items need to be approved even though they were discussed in workshop.

Seale has new truck in the parking lot, it is in service but not fully outfitted. Also, new members are cleared and in need 3XL bunker gear. Seale is asking if any other departments have any available. Wheelock and Blackjack may have some 3XL bunker gear. Fish Fry is November 6 from 5 – 8 pm.

Wheelock informed Board Tanker 76 is out of service.

18. Reports from Robertson County EMS, Inc. including any financial, performance, training, equipment, operations, compliance and personnel reports

RCEMS provided monthly activity report was available in packet.

CAD report was included but only to show how numbers are compiled and could be overwhelming.

PR (Public Relations) events were attended.

New Franklin School Police in place and will visit with Adam tomorrow about medical bag requirements.

Initial application with State is done, waiting on audit to be scheduled.

Commissioner Yezak announces Board will go into closed session on October 11, 2022 at 7:30 pm

19. EXECUTIVE SESSION

- ***Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney and 551.074 Personnel Matters***
- ***Announcement of time and date closed meeting (executive session) for this matter ends and reconvene in open session***
- ***The Robertson County ESD reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Properties), 551.073 (Deliberations regarding Gifts and Donations), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations)***

20. RECONVENE INTO REGULAR SESSION

- ***The Robertson County ESD will reconvene in a public meeting to discuss and take action on related matters***

Commissioner Yezak announces the Board reconvened on October 11 2022 at 8:29 pm

21. Adjourn

Commissioner Mathews makes a motion to adjourn at 8:30 pm and with no opposition the meeting adjourned.

The Robertson County Emergency Services District Board reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Properties), 551.073 (Deliberations regarding Gifts and Donation), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations).

Next Monthly Board Meeting, Tuesday, November 8, 2022